



CITY OF SAN BRUNO

Community Services Department

MEETING MINUTES

Parks and Recreation Commission

June 15, 2016

1. **Call to Order/Roll Call:** Chair Palmer called the meeting of the Parks and Recreation Commission to order at 6:30 p.m. Commissioners Present: Chair Palmer, Vice Chair Davis, Gonzales, Greenberg, Melendrez, Nigel, Salazar, and Zamattia. Staff: Burns, and Aker.
2. **PLEDGE OF ALLEGIANCE:** Vice Chair Davis led the Pledge of Allegiance.
3. **APPROVAL OF THE AGENDA: MSC Gonzales/Salazar** for approval of the agenda. Approved unanimously.
4. **APPROVAL OF MINUTES:** Chair Palmer asked for a correction on Dave Stagnaro's association with San Bruno Colt Baseball. **MSC Melendrez/Salazar** for approval of the minutes with the corrections. Approved unanimously. Vice Chair Davis and Commissioner Zamattia abstained.
5. **PUBLIC COMMENT:** None.
6. **CONSENT CALENDAR:** None.
7. **CONDUCT OF BUSINESS:** None.
8. **UNFINISHED BUSINESS:**
 - a. Update on Parks and Facilities Projects – Director Burns reported that the tennis court wall project had been completed. Commissioner Zamattia requested that a sign be put up about not throwing heavy balls against the tennis wall. Director replied that she would speak with Supervisor Barros about getting one put up. Director Burns let the Commission know that the trees and shrubs to be going to create car barriers at Commodore Park were being planted within the week. Commissioner Greenberg requested that staff be specific with the placement of the trees and shrubs so that they are effective in preventing cars from entering the park. Director Burns replied that she would remind Supervisor Barros before they were completed. Director Burns said that the Commodore Park had begun renovations for a new play structure and was expected to be completed in July. Director Burns asked the Commission if they would like to dedicate the park once it was ready to reopen. Commissioner Salazar responded that if the Commission

had never dedicated a park before that they should not set precedent for a park dedication now. Commissioner Nigel disagreed and thought that a dedication for the new play structure would create a good opportunity for the Commission to outreach to the community. Commissioner Salazar replied that he agreed that a dedication would be appropriate with a new park but not with renovation of the play equipment to an existing park. Vice Chair Davis said that she felt presenting the new play structure to the City Council along with pictures of the new play structure being presented during the City Council meeting, and through Nextdoor, and other media outlets would be sufficient advertising for the Commission and the new park. Director Burns said that she would assure that pictures be put on the City website, Nextdoor, and San Bruno Cable channel once the play structure was complete. Director Burns added that the City was putting a public bid out for a painting project that had already been approved to update the paint at the Veterans Memorial Recreation Center offices and gymnasium and the parks yard building as well. As part of this project, Director Burns had hired a colorist to assist with the selection of the colors and to write out the specifications for the bidding process. Chair Palmer asked for an update on the restroom project. Director Burns said that a design had been completed and would soon be going out for public bid. She would add more information in the Commission's next agenda but is hoping for the project to be complete by early to mid-2017.

- b. Florida Avenue Park Planning Next Steps – Director Burns let the Commission know that a flyer had been sent to the Florida neighborhood in both Spanish and English to invite them to the first park planning meeting being held on June 22, 2016 at the Bay Area Entrepreneur Center. Vice Chair Davis said that she felt a consulting firm being used for these meetings was an unnecessary cost. Commissioner Melendrez agreed with Vice Chair Davis's remarks about the consulting firm and felt that San Bruno residents felt the same. Director Burns replied that the consulting group helps to facilitate the planning meetings as well as provide good insights into the design of the park. Vice Chair Davis added that she believes residents would be more likely to provide input for a planning process through a survey than showing up to a meeting.

9. EXCLUDED CONSENT: None.

10. ITEMS FROM STAFF:

- a. Community Day in the Park Planning Update – Director Burns reported that the event was a huge success but that they would be looking at some logistical issues to prevent the long and condensed lines for the food and rides. Commissioner Melendrez commented that he took a lot of community input on the day of the event and agrees that the food and ride lines were the biggest concern. Commissioner Nigel thanked staff for their work on the event and thought it was a major success and a great opportunity for various Commissions and committees to provide community outreach.
- b. Commission Direction on Cancellation of July Meeting – Director Burns told the Commission that the draft master plan for the Earl/Glenview park planning process would not be ready for the July meeting. Chair Palmer added that the draft master plan was the only reason they agreed to meet in July and asked the Commission to vote on the cancellation of the meeting. **MSC Gonzalez/Davis** to cancel the July meeting. Approved unanimously.

11. **PUBLIC COMMENT:** None.

12. **ITEMS FROM MEMBERS AND SUBCOMMITTEE REPORTS:**

- a. Subcommittee Updates -
 - 1. Glenview/Crestmoor Park Reconstruction – None.
 - 2. Adopt-a-Park Program – Commissioner Gonzales reported that the Eagle Scouts project for painting the bleachers at Lara field had been completed. They are now currently working with San Bruno Baseball for ongoing projects in San Bruno parks.
- b. Report from Commissioners - Chair Palmer introduced the new Youth Representative, Charlene Smith, to the Commission and staff. Commissioner Greenberg said that the Junior Giants had begun and wanted to thank Supervisor Barros and his staff on their diligent work on the fields and baseball areas and all they do to help Junior Giants. Commissioner Davis asked Director Burns about the maintenance program for Lions field because the turf was not looking good. Director Burns said that she would talk to staff and follow up with the Commission on the possibility of the turf being reseeded.

13. **ADJOURNMENT:** With no other business to be conducted, **Chair Palmer** adjourned the meeting at 7:39 p.m.

Respectfully Submitted,

Ludmer Aker
Executive Assistant
City of San Bruno